

**STAFF MEETING MINUTES
LANCASTER COUNTY BOARD OF COMMISSIONERS
COUNTY-CITY BUILDING
ROOM 113
THURSDAY, AUGUST 26, 2004
8:15 A.M.**

Commissioners Present: Ray Stevens, Chair
Larry Hudkins, Vice Chair
Bernie Heier
Deb Schorr

Commissioners Absent: Bob Workman

Others Present: Kerry Eagan, Chief Administrative Officer
Gwen Thorpe, Deputy Chief Administrative Officer
Kristy Mundt, Deputy County Attorney
Bruce Medcalf, County Clerk
Trish Owen, Chief Deputy County Clerk
Ann Taylor, County Clerk's Office

The Chair opened the meeting at 8:18 a.m.

AGENDA ITEM

**1 APPROVAL OF THE STAFF MEETING MINUTES OF THURSDAY,
AUGUST 5, 2004 AND THURSDAY, AUGUST 19, 2004**

MOTION: Hudkins moved and Schorr seconded approval of the Staff Meeting minutes of August 5, 2004 and August 19, 2004. Heier, Schorr, Hudkins and Stevens voted aye. Motion carried.

2 ADDITIONS TO THE AGENDA

- A. Half-Price Bus Passes for County Court Employees
- B. Update on Sheriff's Garage
- C. Investment of Bond Proceeds
- D. Budget Update

MOTION: Hudkins moved and Heier seconded approval of the additions to the agenda. Heier, Hudkins, Schorr and Stevens voted aye. Motion carried.

3 COMMISSIONER MEETING REPORTS

A. Stevens Creek Advisory Committee - Workman

No report.

B. Community Assessment Center Committee - Schorr

No report.

C. Families First & Foremost (F³) Conveners - Schorr

Schorr said F³ is no longer performing Office of Juvenile Services (OJS) evaluations. **NOTE:** The Nebraska Department of Health and Human Services' (HHS's) Medicaid division and Magellan, the Medicaid managed care company, have assumed coordination and completion of the clinical portion of the valuation.

Heier expressed concern that the amount of time to complete evaluations and length of stay in detention will increase and suggested that the Board send a letter to the Governor expressing the Board's concerns.

D. General Assistance (GA) Monitoring Committee - Schorr, Stevens

Schorr said boarding expenses were discussed and said there is concern that costs may increase as individuals are released from the Regional Center as a result of LB 1083 (Adopt the Nebraska Behavioral Health Services Act). She said C. J. Johnson, Program Administrator for the Region V Mental Health, Alcoholism & Drug Abuse Program, has agreed to track statistics.

Schorr also reported that steps are being taken to: 1) Make cremation the only burial option; 2) Access state funds for psychotropic drugs for individuals released from the Regional Center; and 3) Take advantage of Free Drug Programs through the drug companies.

E. Community Mental Health Center (CMHC) Advisory Committee - Stevens

Stevens said work continues on peer training and employment projects.

4 FAMILIES FIRST & FOREMOST (F³) FAMILY INITIATIVE - Sheryl Schrepf, F³ Director; Renee' Dozier, F³ Associate Director; Kathy Dunning, Family Resource Center Coordinator; Greta Gregory, F³ Family & Youth Program Manager; Otto Green, F³ Care Coordinator

Kathy Dunning, F³ Family Resource Center Coordinator, said the Family Resource Center assists service providers and families of youth with mental/behavioral health issues by providing:

- A list of community service providers to help with their specific needs
- Brochures from service providers
- Family-friendly answers to questions and concerns not always addressed in brochures
- Testimonials from other families regarding what they found to be helpful
- Additional materials and resource information
- Consultation with families about qualifying for F³ wraparound services

A sample informational packet was presented (Exhibit A).

Otto Green, F³ Care Coordinator, relayed how he has utilized the Resource Center.

Greta Gregory, F³ Family & Youth Program Manager, said the grant proposal that will be submitted to NebHands (see Item 10A) specifically identifies the non-English speaking community.

Dunning said the targeted languages are Vietnamese, Bosnian, Spanish, Russian and Arabic and said the Resource Center will partner with community cultural centers to get information to those populations.

Sheryl Schrepf, F³ Director, said the County Attorney's Office receives ten to fifteen calls per week from parents asking to have their children made state wards and plans to refer these families to the F³ Resource Center for initial assistance.

Also present were: Joan Kinsey and Deb Hynek F³ Resource Center; Trish Blakely, Healthy Families Project; and Pat Carlson, family member.

RETURNING TO ITEM 3C

Schrepf said the psychiatrist component is of greatest concern and said even if appropriate, there are not enough psychiatrists available to perform evaluations of each youth. Transportation is also an issue. She said the juvenile court judges support the new plan as they believe psychiatric evaluations are helpful.

Heier asked Schrepf to track the cost of psychiatrist involvement, stating it may be more cost effective to hire a psychiatrist to perform the evaluations.

Board consensus was to send a letter to Governor Johanns outlining concerns and to copy Chris Peterson, Policy Secretary. Schrepf and Eagan will draft the letter. Schrepf will also provide the Board a copy of the report which details accomplishments during the period of time that F³ coordinated the OJS evaluations and will convene a meeting with representatives of the Juvenile Detention Center and HHS to discuss the changes and which data to monitor.

5 INTERNATIONAL COMMUNITY CORRECTIONS ASSOCIATION CONFERENCE - Kim Etherton, Community Corrections Director

Kim Etherton, Community Corrections Director, requested authorization to attend, along with two staff members (coordinator and clinician), the International Community Corrections Association Conference in Cincinnati, Ohio (October 3-6, 2004). Funding will be through the Community Corrections budget with the exception of registration fees for the clinician, which will be the responsibility of that individual. She noted that the County Attorney assisted with funding last year and said she is still pursuing that avenue of funding. **NOTE:** See Exhibit B for an estimate of travel expenses.

Hudkins suggested that it would be beneficial for Commissioner Schorr to attend, as well.

MOTION: Hudkins moved and Heier seconded to: 1) Authorize Kim Etherton, Community Corrections Director, and two staff members to attend the conference, as outlined; and 2) Pay travel and registration fees for Commissioner Schorr out of the County Commissioners' budget, if she is able to attend. Heier, Schorr, Stevens and Hudkins voted aye. Motion carried.

6 FIFTEEN CENT RURAL LEVY - Dave Kroeker, Budget & Fiscal Officer

Dave Kroeker, Budget & Fiscal Officer, presented the following (Exhibit C):

- Lancaster County, Allocation of Levy 2003-04 (Actual Values)
- Lancaster County, Allocation of Levy 2004-05 Estimated Value Increase of 2.5% (Estimated Values)
- Lancaster County, Allocation of Levy 2004-05 Estimated Value Increase of 2.5% (Actual Values)
- FY03 Tax & Levy Information on Lancaster County Fire Districts (Final Values and Adopted Budgets)

- FY04 Tax & Levy Information on Lancaster County Fire Districts (As of 8/12/04 Using Estimated Values - 2.% Increase Estimated)
- FY04 Tax & Levy Information on Lancaster County Fire Districts (As of 8/24/04 Certified Values)

Board consensus was to schedule a resolution in the matter of the final allocation of levy authority to all political subdivisions subject to county levy authority on the August 31, 2004 Board of Commissioners Meeting agenda.

ADDITIONS TO THE AGENDA

D. Budget Update

Kroeker presented the following (Exhibit D):

- August 26, 2004, Adoption of Budget, Reflects Change to Keep Tax Rate at 27.97 Cents Per 100 of Value with Certified Valuation
- August 16, 2004, Adoption of Budget (Attachment A)
- Lancaster County Summary of Expenditure Requirements
- Notice of Change in Budget

The Board scheduled adoption of Revised Attachment A to Resolution 04-0102 adopting the Fiscal Year 2005 Budget, reflecting the changes to set the County tax rate at 27.97 cents per \$100 of value with the certified valuation of Lancaster County on the August 31, 2004 Board of Commissioners Meeting agenda.

C. Investment of Bond Proceeds

Kroeker presented the following (Exhibit E):

- Limited Tax Building Bonds, Series 2004
- A rate quote from Wells Fargo
- A rate quote from Nebraska Public Agency Investment Trust (NPAIT)

The Board authorized Kroeker to invest the bond proceeds with Wells Fargo according to the outlined schedule.

7 COUNTY BOARD OF ZONING APPEAL NO. 115, VARIANCE OF MINIMUM LOT AREA, WIDTH AND FRONTAGE AT 20901 SOUTH 134TH STREET - Mike DeKalb, Planning Department

Mike DeKalb, Planning Department, gave an overview of County Board of Zoning Appeal No. 115 (Exhibit F), noting a recommendation of approval from the County Board of Zoning Appeals.

8 PENDING AND POTENTIAL LITIGATION - Kristy Mundt, Deputy County Attorney

MOTION: Schorr moved and Hudkins seconded to enter Executive Session at 10:04 a.m. for discussion of pending and potential litigation. Schorr, Stevens, Heier and Hudkins voted aye. Motion carried.

MOTION: Hudkins moved and Schorr seconded to exit Executive Session at 10:25 a.m. Hudkins, Stevens, Schorr and Heier voted aye. Motion carried.

9 A) UNITED HEALTHCARE'S OPTIMUM FULL CARE 24; AND B) WEB SITE ENROLLMENT OPTION - Bill Kostner, City Risk Manager; Jerome Rewolinski, United Healthcare

A) United Healthcare's Optimum Full Care 24

Jerome Rewolinski, United Healthcare, noted that the County will move to self-insurance of the health plan on January 1, 2005 and asked whether there is interest in retaining the Care 24 Program, which includes a nurse line, as similar benefits are offered through Continuum Employee Assistance Training & Consulting and BryanLGH Medical Center's Nurse-On-Call Line. He said usage is limited and estimated that elimination of the Care 24 Program would save the County \$24,000 per year. Rewolinski said retention of the nurse line would cost approximately \$12,000 per year.

MOTION: Schorr moved and Hudkins seconded to eliminate both components from the health plan. Heier, Schorr, Hudkins and Stevens voted aye. Motion carried.

B) Web Site Enrollment Option

Bill Kostner, City Risk Manager, said the City has included open enrollment information on the website (see Exhibit G) and asked whether the Board would be interested in utilizing this format to make open enrollment information available to county employees.

The Board indicated interest in doing so. The Board also asked Kostner to brief the Management Team on wellness initiatives at its September 2, 2004 meeting.

10 ACTION ITEMS

- A. Authorization to Submit NebHands Grant Proposal for Expansion of Families First & Foremost (F³) Family Resource Center

MOTION: Heier moved and Schorr seconded to authorize the Chair to sign the grant application. Hudkins, Schorr, Heier and Stevens voted aye. Motion carried.

- B. Add Joan Anderson, Lancaster County Medical Society, to the General Assistance (GA) Review Committee

MOTION: Schorr moved and Heier seconded approval. Hudkins, Stevens, Schorr and Heier voted aye. Motion carried.

- C. Microcomputer Request from Records Management, \$5,190 from the Microcomputer Fund for a Cannon Scanner DR-6080

MOTION: Heier moved and Hudkins seconded approval. Heier, Hudkins, Schorr and Stevens voted aye. Motion carried.

ADDITIONS TO THE AGENDA

- B. Update on Sheriff's Garage

John Kay, Sinclair Hille & Associates Inc., appeared and presented site and floor plans for the garage facility (Exhibits H & I).

Hudkins suggested that the north wall of the County Engineer's storage building be used as the barrier for the north side of the impound lot, rather than fencing.

Kay said site work and grading can begin once a survey is in place and said Allied Surveying & Mapping, Inc. was the only company to bid the project.

Don Killeen, County Property Manager, recommended that interior work be bid separate from the structure.

The Board concurred.

MOTION: Hudkins moved and Heier seconded to authorize Sinclair Hille & Associates Inc. to proceed with a survey through Allied Surveying & Mapping, Inc.

Killeen said the architect will subcontract for the survey and geotechnical soil testing.

ROLL CALL: Heier, Schorr, Stevens and Hudkins voted aye. Motion carried.

11 ADMINISTRATIVE OFFICER REPORT

- A. Appointment of Nebraska Association of County Officials (NACO) Representative

The Board scheduled the item on the August 31, 2004 Board of Commissioners Meeting agenda.

- B. Letter of Response to Mayor Regarding Jail Interlocal Agreement

Board consensus was to send the letter (see agenda packet).

- C. County Attorney's Opinion Regarding Old Mortgage Books

Norm Agena, County Assessor/Register of Deeds, appeared and recommended that the old mortgage books be destroyed. He said only one individual has expressed interest in retaining a sampling (one book) for historical purposes.

Hudkins said the Denton Historical Society has also expressed interest in the books.

Gwen Thorpe, Deputy Chief Administrative Officer, expressed concern with setting a precedent. She said the Purchasing Department has also cautioned that it could cost more to advertise and hold a sale than could be recouped.

Hudkins suggested that the books be put on the county sale.

Stevens said the books could be declared surplus and sold on a first come basis.

Thorpe said storage and accessibility would be problematic.

MOTION: Heier moved and Schorr seconded to place the old mortgage books on the county sale.

Hudkins suggested that a notice be sent to county departments/agencies that archaic records can be placed on the county sale.

Schorr said she would prefer to limit sale at this time to the old mortgage books.

Heier called the question.

FRIENDLY AMENDMENT: Hudkins offered a friendly amendment to limit the sale to the old mortgage books and if the books do not sell, to authorize Brian Pillard, Records & Information Manager, to dispose of them.

Stevens asked whether the Board is required to assign a nominal value.

Kerry Eagan, Chief Administrative Officer, said property with a value less than \$2,500 may be sold without competitive bidding and a county official or employee may be authorized to sell property with a value less than \$500.

FRIENDLY AMENDMENT: Hudkins offered a friendly amendment to declare the old mortgage books surplus and to offer the books for sale at the next county auction.

The maker of the motion and the seconder accepted the friendly amendments.

ROLL CALL: Schorr, Hudkins, Heier and Stevens voted aye. Motion carried.

D. Lancaster County Agricultural Society Sign Update

Thorpe reviewed correspondence relating to whether the Lancaster County Agricultural Society's advertising of off-premise activities (commercial products) on its electronic sign is a violation of federal and state law and the Nebraska Department of Roads' rules and regulations for controlling outdoor advertising and jeopardizes federal funding for road projects (see agenda packet), noting that the last inquiry from the U.S. Department of Transportation in regards to the matter was on May 25, 2004. She said a request for a County Attorney's opinion has been submitted.

E. Keno Prevention Fund Opinion Request

Board consensus was to withdraw a legal opinion request and to work on an agreement with the City. The Board also requested a briefing by Kit Boesch, Human Services Administrator, on Keno Prevention Fund balances.

F. Visitors Promotion Advisory Committee (VPAC) Appointment (Jim or Mary Klimple)

The Board scheduled the appointment on the August 31, 2004 Board of Commissioners Meeting agenda.

G. Nationwide Retirement Solutions Investment Review

The Board tentatively scheduled the review at 10 a.m. on September 28, 2004.

ADDITIONS TO THE AGENDA

A. Half-Price Bus Passes for County Court Employees

Board consensus was to eliminate the benefit, as they are state employees.

12 CORRESPONDENCE TO THE COUNTY BOARD

The Board requested a briefing by Darl Naumann, Administrative Assistant to the Mayor/Economic Development, on the Motocross Task Force and economic development issues.

13 ADJOURNMENT

MOTION: Heier moved and Hudkins seconded to adjourn the meeting at 11:46 a.m. Hudkins, Stevens, Schorr and Heier voted aye. Motion carried.

Bruce Medcalf
Lancaster County Clerk